



TOWN OF VERNON

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Risk Management Committee

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Town of Vernon, Risk Management Advisory Committee September 27, 2016 meeting – FINAL

In Attendance:

Jim Luddecke, Committee Member
Fred Padget, Committee Member
Paul Jonas, Committee Member
John Morissette, Committee Member
Bill Gilson, Committee Member

Chris Wardrop, USI
Dawn Maselek, Assistant Town Administrator
Michael Purcaro, Business Manager, BOE/Risk Manager
Robert Grasis, WPCA Liaison
Thomasina Russell, BOE Liaison

Absent:

Meeting called to order by Paul Jonas at 7:05 p.m.

Public Comment

There was no public comment.

Approval of Minutes

Fred Padget made motion to approve minutes from March 8, 2016 meeting, seconded by John Morissette. All in favor, with two abstentions.

New Business

- a. Recreation continues to be reviewed for Risk Management. In spring a full review of policies and signage will be completed. The position of Director of Park & Recreation is vacant with an interim Director presently.
- b. OSHA inspection results were in. The Town did well, overall. One key item presented was inspection of fire extinguishers monthly. Public Works will take on this task. It was recommended this be a good option for light duty in Public Works.
- c. Town and BOE Safety Committee updates were provided. Both on the lighter side over the summer. Both Town and BOE just about completed first aid/CPR and AED training for all employees.
- d. Michael Purcaro provided an update of school claims for water damage due to storm during roof repair/replacement. Nationwide test taking place September 28, 2016 for Emergency Alert system. Will sent emergency message to anyone with a cell phone in proximity of a cell tower.
- e. Michael Purcaro provides update and information regarding of new School Climate Specialists.

- f. New Fire Chief appointed by the Town Council. Assistant Chief Stephen Eppler was hired to replace retiring Chief Call.
 - New Fire Fighter Cancer bill passes. Requires paperwork and documentation. Will need to consider future funding.
- g. Tactical equipment purchased for EMS staff. Will be used in the upcoming I.M.P.A.C.T. training exercise. Policy drafted for use.
 - Should begin asking applicants and notifying during interview process of potentials on the job. Ensure this is part of the new training protocols.
 - Currently train with Police

Old Business

- a. Amerbelle update provided. On schedule and proper coverage in place for each of the phases to-date. Buildings are down and the sewer line will be attached to the bridge by an iron beam. Work has been bid and is set to go.
- b. Chris Wardrop gives update on Cyber Security. It is a 2-prong strategy = loss prevention and mitigation. CIRMA has purchased a policy for its members, also insulates itself by purchasing. Fred Padget asked if the coverage is enough.
- c. Michael Purcaro provides an update regarding I.M.P.A.C.T. 2016 mass casualty exercise. He cannot give all of the details, but it will be a simulated active shooter at the high school. Multiple agencies will be either assisting or observing. FBI, Homeland Security, and Police Departments from as far as Boston will be observing.
- d. Michael Purcaro brings in one of the school drones and explains the uses in the education forum. Chris Wardrop provides a handout regarding emerging risks to municipalities. The Town has drone insurance as of July 1, 2016. Anyone who utilizes the drone needs to be registered and take the mandatory training required by the FAA.

Motion to Adjourn made by Rob Grasis, seconded by John Morissette. All in favor. Meeting concluded at 8:55 p.m.

Next meeting December 13, 2016

Prepared by: Dawn R. Maselek, Assistant Town Administrator